

WITHAM ST HUGHS PARISH COUNCIL

The Village Hall, Caraway Drive

Witham St Hughs

Lincoln

Telephone: 01522 869643

E-mail: parish.clerk@withamsthughs-pc.gov.uk

Website address: witham-st-hughs.parish.lincolnshire.gov.uk

NOTICE IS HEREBY GIVEN and COUNCILLORS are SUMMONED to attend the next meeting of Witham St Hughs Parish Council to be held on Wednesday 21ST February 2024 at 7.00pm in the village hall.

At which the under mentioned business will be transacted.

There will be a 10-minute public forum at the start of the meeting, followed by a further 10 minutes allocated to receive reports from County and District Councillors, your presence is required during this time.

All public questions must be sent in beforehand, with speaking restricted 3 minutes per person.

Rachel Popplewell

Parish Clerk

16.02.2024

CHAIRMANS WELCOME & FIRE SAFETY BRIEF

1. Welcome and Apologies.
2. TO RECEIVE DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 AND OUTLINED IN THE COUNCILS CODE OF CONDUCT – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interest and any written requests for dispensations.
3. To Resolve to fill by Co-option Parish Councillor Vacancy.
4. Health & Safety brief.
5. Notes of the Parish Council meeting held on Wednesday 17th January 2024 to be approved as minutes.
6. Notes of the Parish Council meeting held on Thursday 8th February 2024 to be approved as minutes.
7. Clerks Update & Correspondence - to Resolve to approve any subsequent actions.
8. Finance.
 - a. To Authorise the signing of orders for payment, list previously circulated.
 - b. To receive the Bank Reconciliation as at 31.01.2024
 - c. To renew membership of the Lincolnshire Association of Local Councils Training Scheme.
 - d. To approve the purchase of a new notice board for the village hall (retrospectively)
9. To consider the proposal that Witham St Hughs Parish Council, be nominated for the membership of the Local Government Pension Scheme with effect from 1st April 2024.

10. To Resolve to instruct Parish Council Solicitors to transfer the area of land at the rear of the hall, from the Parish Council to Lincolnshire County Council for the school expansion. Planning ref – 15/1347/OUT.
11. To review the village hall Terms & conditions to include -
 - a. The addition of large events deposits.
 - b. Review of hall hire hourly rates.
 - c. Community groups hire fees.
12. To approve the addition of two areas of open space, to be transferred to the Parish Council, under the Reserved Matters Application, reference 22/1478/RESM.
13. To discuss the area of land to be transferred from Strawson's to the Parish Council, to allow the lease to be drawn up for the 26th Lincoln scouts.
14. To review the following policies,
 - a. Subject Access Request Procedure.
 - b. Data Breach Policy.
 - c. Data Protection Policy.
 - d. Data Map.
 - e. Records Retention Policy
 - f. To receive the GDPR security compliance check list from councillors.
15. To approve the plans for the village hall extension.
16. DATE AND TIME OF NEXT MEETING.

Parish Council Meeting Wednesday 19th March 2024 at 7pm